



WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs T Leaman, 11 Lower Town,
Sampford Peverell, Tiverton, Devon, EX16 7BJ 01884 822914
Email: willandclerk@willandmatters.org.uk

THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD ON THURSDAY 19TH JUNE 2014 AT 19:00 IN WILLAND VILLAGE HALL

PLEASE NOTE: All Council Meetings are electronically recorded in the interests of accuracy.

MINUTES

Present: Cllrs Phare, Ursell, Warren, Wilcox, Myers, Thompson, Parish Clerk Tracy Leaman

Election of Chair/Vice Chair: Cllr Ursell Chaired the meeting until the election of the Chairman. Cllr Warren Proposed Cllr Phare, Cllr Phare declined, Cllr Ursell Proposed Cllr Wilcox, Cllr Wilcox accepted, Seconded Cllr Myers, unanimously agreed. Cllr Wilcox Proposed Cllr Phare as Vice Chair, Cllr Phare accepted, Seconded Cllr Ursell, unanimously agreed.

1. **Apologies:** Cllrs Mander, Grantham, Firkins
2. **Chairman's announcements:** Meeting recorded
3. **Minutes of the meeting held:** Thursday 20th March 2014, Proposed Cllr Phare, Seconded Cllr Myers that they be signed as a true and correct record, unanimously agreed.
4. **Matters arising:**

Storage of paperwork deeds – a small group will meet and decide what paperwork is no longer required.

Proposed acquisition of extension to Jubilee Parish Field – Review in September

Future grass cutting – The Parish Council will write a letter to the Chief Executive of DCC confirming that the Parish Council is considering taking responsibility for cutting grass and verges seeking reassurance of the financial implications. **Action Clerk**
5. **Financial review**

Cllr Ursell explained last year's income and expenditure and Proposed transferring £10,000.00 from the current account to the savings account for allocation to projects, Seconded Cllr Phare, unanimously agreed. **Action Clerk**

S106 balance - £5232.00, Cllr Phare to find Jubilee Parish field play area fence quotes for the Environment committee.

Allotment balance – Willand United Charities the Parish Council overspent the rent received by £319.70, this will be reclaimed from next year's rent.

6. Emergency plan – no updates required, confirmation sent to all plan holders.

7. Review of Cemetery Rules:

Levelling

Memorials with pictures

Memorial adornments

Cllr Warren Proposed the Chairman, Vice Chair and Clerk and review the rules,

Seconded Cllr Thompson, unanimously agreed.

Meeting closed: 19:49

Cllr Frances Wilcox

Chair Willand Finance and Administration Committee